

CITY OF MANASSAS/MANASSAS PARK WELFARE TO WORK STRATEGIC PLAN
December 2001

GOALS & ACTIONS	KEY DATES	LEAD	STRATEGY AND SUCCESS MEASURES
Leasing			
Increase utilization rate to 97%	12/02	Agent	<ol style="list-style-type: none"> Will increase current number of WtW from 42 to 44 by working closely with the local DSS agencies for referrals. <ol style="list-style-type: none"> Meet with Manassas Park DSS to explain program Meet with MCDSS/MPDSS as needed for referrals Build knowledge of WtW to local TANF agency Conduct update of waiting list to identify additional welfare tow work referrals Issue only as openings arise
Increase housing stock	5/02 6/02	Dept.	<ol style="list-style-type: none"> Conduct Landlord outreach meeting Meet with local realtors association.
Participant Success			
50% of WtW will participate in FSS	6/01	FSS coor.	<ol style="list-style-type: none"> Provide FSS briefing to all new vouchers issuance Invite all WtW participants to FSS information sessions Conduct mass mailings that target the WtW clients Conduct follow up phone calls.
Increase active participant employment/training to 100%*	Ongoing Monthly Monthly	Agent/FSS coor.	<ol style="list-style-type: none"> Create database to track employment and hours worked Contact all WtW participants on a monthly basis via mail or phone. Conduct concern appts. With all WtW participants who aren't working.
Assess WtW participants for job readiness	Ongoing	Agent/FSS	Partner with Career Connections to provide assessment through the software Abilities and Possibilities <ol style="list-style-type: none"> Target non-working WtW to take assessment test Utilize assessment results as a tool for appropriate referrals Partner closely with other local agencies for referral resource.
Educate participants on credit and budgeting	Ongoing	Agent/FSS coor.	Partner with local Extension Agency and Consumer Credit Counseling to provide ongoing training times.

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Partnership/Administrative			
Refer WtW participants to local business connections	Ongoing	Agent/FSS coor.	Refer participants to Career Connections facilitator for job opportunities and business connections.
Increase referrals from local DSS agency	12-17-01	Agent	1. Meet with Manassas Park DSS to explain program and increase referrals
	Ongoing		2. Meet with MCDSS/MPDSS workers as needed for referrals
	Ongoing		3. Build knowledge of WtW to local TANF agency**

*The participants that sign on to FSS can have the required work hours reduced if they go to some type of educational institute.

**More efforts should be made from the State and Federal level (VHDA and HUD) to increase coordination between DSS and local housing agencies.